

**MARRIAGE AND FAMILY THERAPY SECTION  
MARRIAGE AND FAMILY THERAPY, PROFESSIONAL COUNSELING  
AND SOCIAL WORK EXAMINING BOARD  
MINUTES  
May 3, 2005**

**MEMBERS PRESENT:** Bruce Kuehl, Abe Rabinowitz, Linda Schwallie, Ann Marie Starr

**MEMBER EXCUSED:** None

**STAFF PRESENT:** Jeff Scanlan, Director of Health Service Professions; Jacquelynn Rothstein, Legal Counsel; Gina York, Bureau Assistant; and other Department staff

**GUESTS:** Arlie Albrecht, WAMFT

**CALL TO ORDER**

Chair Linda Schwallie called the meeting to order at 1:02 p.m. A quorum of four members was present.

**APPROVAL OF AGENDA**

**Additions to the Agenda:**

- Closed Session: Add Consulting with Legal Counsel

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to approve the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF JANUARY 31, 2005**

**Addendum to the Minutes:**

None.

**MOTION:** Ann Marie Starr moved, seconded by Bruce Kuehl, to approve the January 31, 2005 minutes as written. Motion carried unanimously.

## **ADMINISTRATIVE REPORT**

Jeff Scanlan, Director of Health Service Professions, shared with all Sections at the MPSW Joint Board meeting the following information. A new Secretary has been appointed to the Department. Her name is Celia Jackson and she started on April 26, 2005. He also shared that the building renovations are continuing with a target date of September 1, 2005 for completion and Chris Klein would be coming in to discuss rule making and the role of Small Business Review Advisory Committee. There will be some new rules in effect on June 1, 2005, these are RL 4.07, 4.08 and 4.09 regarding criminal background checks. Mr. Scanlan reported on the status of the DRL budget and proposals by the Governor's Office. He shared with the Board that there have been additional proposed cuts for the DRL. It has been proposed that 11.85 FTE positions will be eliminated and one LTE position. There has also been a proposal to do an attorney consolidation, which would affect 28 FTE positions at DRL. Those positions and staff would physically be moved to another department. If this consolidation occurs DRL would then be purchasing legal services from that department which would determine who would be available. At this time, this will not affect the investigative staff and they will remain at the Department. Currently, the budget is being reviewed by the Joint Finance Committee. The Board expressed concerns regarding such a consolidation and felt that it is extremely important that legal staff is familiar with their rules and their interpretation. There was a major concern that this would cause regarding lack of consistency and protection of the public. After some additional discussion, the MPSW Joint Board made a motion earlier today. The MPSW Joint Board will prepare a letter to the Joint Finance Committee opposing the attorney consolidation and it was carried unanimously. The MFT Section reiterated support for the letter.

## **APPOINTMENT OF DELEGATES TO ANNUAL CONFERENCES**

The Board discussed the upcoming annual conferences for the MFT Section. The CLEAR conference will be September 15-17, 2005 and the AMFTRB Meeting which is held in conjunction with the CLEAR conference from September 14-17, 2005. The Section took the following action for a delegate to attend this conference/meeting.

**MOTION:** Ann Marie Starr moved, seconded by Bruce Kuehl, to designate one Section member to attend the AMFTRB Meeting in conjunction with their attendance at the CLEAR conference being held from September 14-17, 2005. Motion carried unanimously.

## **PRESENTATION OF PROPOSED STIPULATIONS**

None.

**PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED  
AFTER MAILING OF AGENDA**

None.

**SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES  
AND ADMINISTRATIVE RULES AND PRESS RELEASES**

Jacquelynn Rothstein, Legal Counsel, reviewed the summary reports at the MPSW Joint Board meeting held earlier today. The Section was in attendance at this meeting and noted the information provided.

**STATUS OF RULES AND STATUTES**

A review and discussion occurred at the MPSW Joint Board meeting held on May 3, 2005 with Jacquelynn Rothstein, Legal Counsel. At that time, she provided a status report on all pending legislation for statutes and rules relevant to the Board and its Sections.

**REVIEW OF THE MFT SCOPE STATEMENT PERTAINING TO CE**

The Section reviewed and discussed the MFT scope statement pertaining to continuing education. The main objective of the scope statement is for consistency among Sections of the MPSW Joint Board to obtain continuing education and training opportunities. It will be a more realistic approach to dealing with various employment situations that MFT's or others may encounter and allow them additional avenues for CE and training. There were specific revisions made by the Section to the scope statement and the following action occurred at today's meeting.

**MOTION:** Ann Marie Starr moved, seconded by Abe Rabinowitz, to approve the MFT scope statement as amended on May 3, 2005. Motion carried unanimously.

**REVIEW DRAFT RULE PROPOSED LANGUAGE REGARDING SUPERVISED  
CLINICAL PRACTICE AND CHANGES TO THE TEMPORARY LICENSE**

There was a lengthy discussion regarding the logic and clarification of the draft language being proposed regarding supervised clinical practice and changes to the temporary license. The Section took the following actions.

**MOTION:** Ann Marie Starr moved, seconded by Bruce Kuehl, to approve the recommended changes to MPSW 16.03 regarding clinical practice originally made on May 7, 2003. Motion carried unanimously.

**MOTION:** Ann Marie Starr moved, seconded by Bruce Kuehl, to accept the draft language of 17.01 as written and originally stated on May 7, 2003. Motion carried unanimously.

Jacquelynn Rothstein, Legal Counsel, will make the revisions as indicated by the Section at today's meeting and then forward these rules to Pamela Haack, Legal Services Office, for advancement in the rulemaking process.

### **INFORMATION SHEET FOR SUPERVISOR'S BACKGROUND, TRAINING, AND EXPERIENCE**

The Section discussed ways in which information can be gathered for applicants trying to meet licensing requirements, supervised experience, and required hours. The Section expressed that it would like the issuing of the training certificate to be in tandem with the approval of supervisors. As the credentialing liaison, Linda Schwallie will assist credentialing staff by addressing applications that need more information and will review requests for approvals of alternate supervisors. Review criteria will include:

- ◆ Proposed supervisor's:
  - credentials
  - academic background, training and experience with particular attention to systemic background, training and experience
- ◆ Rationale for request for this proposed supervisor
- ◆ Note options for supervisor(s) in geographic area as defined in MPSW 16.05 (a), (b), (c), (d).

### **DISCUSSION REGARDING CLARIFICATION OF REQUIRED MFT PRACTICE HOURS**

The Section discussed various scenarios of what qualifies as part of the 3000 practice hours. The requirement of 1000 hours must be face-to-face hours and the other 2000 hours be spent on other related and relevant tasks to the practice of Marriage and Family Therapy. It is up to the supervisor to determine how supervised experience hours are obtained and to verify that earned hours are relevant to MFT work and meeting contact hours.

## **DISCUSSION REGARDING CLARIFICATION OF SUPERVISION REQUIREMENTS**

The Section discussed this topic at length and advises that if clarification is needed regarding supervision requirements, individuals should be referred to the standards identified in 16.06 (1)(2) which will provide the needed information.

## **TRAINING CERTIFICATE UPDATE**

The Section discussed options on ways to ensure individuals apply for a training certificate so they can receive credit for their earned hours. Ann Marie Starr shared how she handles training certificates for her students. Ms. Starr verifies their enrollment and then writes their anticipated graduation date on a bright colored paper and places it in the individual's file. This serves as a reminder that the student needs to apply for a training certificate. This colored document makes it obvious at a glance whether the individual has submitted the application forms to obtain a training certificate. Once this task has been accomplished, the colored document is removed from the file.

## **APPROVAL OF CONTINUING EDUCATION REQUIREMENTS**

This topic was addressed during the discussion of the MFT Scope Statement Pertaining to CE.

## **UPDATE REGARDING CONTINUING EDUCATION ISSUES**

This topic was addressed during the discussion of the MFT Scope Statement Pertaining to CE.

## **REVIEW AND APPROVAL OF MFT APPLICATION REVISIONS**

The Section reviewed the application form revisions completed by Jacquelynn Rothstein, Legal Counsel, and Julie Reimann, Credentialing staff. The forms were then sent on to Ann Marie Starr and Abe Rabinowitz to review and provide input on additional revisions or questions they may have. Unfortunately, there was not enough time to return feedback or provide input prior and the forms will be reviewed at today's meeting. The Section made several revisions at the May 3, 2005 meeting and these changes will be completed and finalized by Attorney Rothstein and Ms. Reimann. The Section also consulted with Barbara Showers, Office of Education and Examinations, regarding when applications would trigger taking the exam and if individuals could register directly. Dr. Showers will check the contract DRL has with the testing vendor to see if individuals could go to AMFTRB and sign up to take the examination independently. Later in the day, Dr. Showers shared after reviewing the contract it appears that this would not be a problem.

## **VISION FOR THE MFT SECTION FOR 2005**

The Section requested that this topic be postponed and discussed at the next Section meeting.

## **MFT BROCHURE REVIEW**

The Section completed the review of the MFT brochure and is ready for publishing.

## **MFT FREQUENTLY ASKED QUESTIONS (FAQS) REVIEW**

The Section requested that this topic be postponed until the next Section meeting.

## **AAMFT REPORT BY LINDA SCHWALLIE**

Linda Schwallie shared that Family Therapy Magazine for July and August of 2005 will highlight MFT Core Competencies.

## **AMFTRB REPORT BY LINDA SCHWALLIE**

There is nothing to report at this time.

## **COALITION REPORT BY ANN MARIE STARR**

The Coalition met on April 15, 2005 and then a delegation went off to meeting with NASW and others to discuss if the administrative code is in alignment with licensing for independent practice. The DHFS has accepted all nine (9) statewide variances that were requested. Marc Herstand has previewed them and these should be issued sometime within the next two weeks. Now a taskforce will be created to rewrite the administrative code for licensing law regarding certified clinics.

## **WAMFT REPORT WITH BRUCE KUEHL AND THE DISCUSSION AND REVIEW OF PRACTICE STANDARDS FOR LICENSED PSYCHOTHERAPISTS BY ARLIE ALBRECHT**

Arlee Albrecht, WAMFT, discussed the correspondence dated April 6, 2005 and reviewed the main points indicated in the document with the Section. Mr. Albrecht reported that WAMFT previously introduced a recommendation for the promulgation of rules to further specify practice standards for licensed psychotherapists and that the Coalition has been addressing this issue. Mr. Albrecht shared the WAMFT proposes that a psychotherapy patient bill of rights and a DRL

informed consent rule be done. At today's meeting, he shared the reasoning behind the proposed requests. The Section made some suggestions and would like the taskforce for each item outlined in the correspondence to do the following; 1) where and what existing rules cover each item and 2) indicate what new rules are being introduced for each item. There was a lengthy discussion regarding MFT 20.02 regarding code of conduct in the administrative rules. Jacquelynn Rothstein, Legal Counsel, stated that all of this already exists and if the goal of this

project is to funnel information into one place, she asked the taskforce to please keep in mind and take into consideration ways this information will be distributed to consumers. This information will be shared at the next MPSW Joint Board meeting during the MFT's Section report.

### **EDUCATION CONSORTIUM WITH ANN MARIE STARR**

There is nothing to report at this time.

### **CONSULTING WITH LEGAL COUNSEL**

The Section consulted with Jacquelynn Rothstein, Legal Counsel, throughout today's meeting as needed.

### **INFORMATIONAL ITEMS**

Noted.

### **VISITOR COMMENTS**

Noted.

### **CONVENE TO CLOSED SESSION**

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to adjourn to closed session pursuant to Wisconsin Statutes 19.85(1)(a)(b)(f) and (g), to review applications, deliberate on monitoring cases; requests for supervisory approvals, deliberate on proposed stipulations, review DOE cases, and, consult with legal counsel. Roll Call Vote: Abe Rabinowitz-yes; Ann Marie Starr-yes; Bruce Kuehl-yes; Linda Schwallie-yes. Motion carried unanimously.

Open session recessed at 4:45 p.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to reconvene to open session. Motion carried unanimously.

Open session reconvened at 6:18 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MONITORING**

None.

**DELIBERATION OF PROPOSED MONITORING THAT MAY BE SIGNED  
AFTER THE MAILING OF AGENDA**

None.

**REQUEST FOR SUPERVISORY APPROVAL**

None.

**REQUESTS FOR SUPERVISORY APPROVAL RECEIVED AFTER  
THE MAILING OF THE AGENDA**

None.

**DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED  
AFTER THE MAILING OF AGENDA**

None.

**DELIBERATION OF ADMINISTRATIVE WARNINGS THAT MAY BE ISSUED  
AFTER THE MAILING OF AGENDA**

None.

**DIVISION OF ENFORCEMENT CASE STATUS**

None.



## APPLICATION REVIEWS

### HEIDI BYRNES

**MOTION:** Bruce Kuehl moved, seconded by Abe Rabinowitz, to deny the application for a training certificate regarding Heidi Byrnes. Reason for Denial: Ms. Byrnes did not meet the education requirements. Motion carried unanimously.

### DENISE BUIKEMA

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to request more information regarding Denise Buikema. Motion carried unanimously.

## CONSULTING WITH LEGAL COUNSEL

The Board consulted with Jacquelynn Rothstein, Legal Counsel, regarding correspondence received from Paul Erickson, an attorney who represents Diana Dietzman.

**MOTION:** Abe Rabinowitz moved, seconded by Bruce Kuehl, to request Legal Counsel to write a letter to Paul Erickson as directed by the Section. Motion carried unanimously.

## OTHER SECTION BUSINESS

The Section noted there are currently 62 pending applications for MFT licensure, 17 pending training certificate applications, and 1 pending re-registration application currently in credentialing.

## ADJOURNMENT

**MOTION:** Bruce Kuehl moved, seconded by Abe Rabinowitz, to adjourn the meeting at 6:20 p.m. Motion carried unanimously.

**Next Meeting:**  
**August 1, 2005**  
*(This will be an all day session  
and lunch will be provided)*